



Volume 9-03

June 6, 2003

Administrative Services Panel to Discuss E-Government, FAIR Act

The Oregon Federal Executive Board's (OFEB) Administrative Services Committee meeting on Wednesday, June 11th from 1:00 - 3:30 p.m. will feature two superb panels of local experts to discuss the challenges and successes of implementing the **President's e-Government Initiative** and the **FAIR Act**. The meeting will be held at the Edith Green - Wendell Wyatt Federal Building, 1220 SW 3rd Ave., room G70, in Portland.



NEXT WEEK!

This session is designed for **Chief Information Officers, IT Specialists, Contracting Officers and Specialists, Administrative Officers and HR Managers/Directors**. Moderators include Brian Furumasu, Chief Information Officer (CIO) of Bonneville Power Administration (BPA), and Marsha Scutvick, CIO at the U.S. Forest Service. There is no cost to attend.

Committee Chairs Kathy Eaton, Deputy State Director, Bureau of Land Management and Lynda Stelzer, Vice President of Shared Services at BPA initiated this forum to give local specialists the chance to learn from and network with their peers on two of the administration's leading priorities.

Please RSVP to Mary Ceciliani at 503-326-3010 or mcecilia@pceez.com if you would like to attend, so we can ensure enough space for everyone.

Shared Neutrals Annual Meeting Energizes & Educates

Stephanie Bell, Mediator for the King County, Washington Alternative Dispute Resolution Program, held the audience of 30 in rapt attention, darting through subjects such as client intake through follow-up and how to handle ultimatums. Where else could such topics be so well received but

at the Oregon FEB Shared Neutrals/ Alternative Dispute Resolution Committee's Annual Meeting? Held on May 8th, the day included a recap of the past year's activity and specialized training for 30 the mediators, liaisons and partners in attendance.



Karin Waller, Program Manager (left), and Committee Chair Fran Petersen lead the way.

Afternoon group sessions addressed employment law, confidentiality and workplace vs. other mediation. Gifts were presented to the primary mediators for their hard work.

The Shared Neutrals Committee is a partnership of 26 federal, state and local government agencies in Oregon and SW Washington. All mediators volunteer their services free of charge. In 2002 sixty cases were heard, among the highest caseload of any FEB Shared Neutrals team in the country.

The committee is always looking for new mediators, committee members and federal agencies to assist. If you would like to find out more, contact Fran Petersen at 503-230-5860, fjpetersen@bpa.gov.

MOVE IT OR LOSE IT!

LAST FERS BENEFITS SEMINAR UNTIL OCTOBER

June 17 – 18, Green – Wyatt Bldg., Portland
See the OFEB Calendar (pg. 3) for info and to register.

EEO TRAINING FOR MANAGERS, SUPERVISORS

June 12 (BPA, Vancouver), June 13 (BPA, Portland)
EEO laws, procedures, management's rights. Register with Bill Beebe at 503-230-5222, wdbeebe@bpa.gov.

OREGON BUSINESS OPPORTUNITIES 2003

July 2, Oregon Convention Center, Portland
Largest federal, state & local government contracting forum in Oregon. No fee for govt. agency exhibits. Go to www.oregon.feb.gov/mboc for info and to register.

COMMITTEE CORNERS

Policy Committee



This group meets quarterly, with the next one expected to be held in early July. The next General Membership Meeting is tentatively scheduled for Sept. 10th. We are considering a more interactive format, focusing on the role of the federal government in the regional economy.

NEXT MTG: TBD, early July.

Administrative Services



Our next meeting will be held June 11th (see below and pg. 3 for details). Featured topics will be e-government and the FAIR Act (competitive outsourcing), both President's Management Agenda items. Chief Information Officers, IT specialists and others interested are encouraged to attend.

NEXT MTG: June 11, 1:00–3:30, Green-Wyatt, #G70

Combined Federal Campaign



The 2003 Columbia River/Willamette Valley CFC Leadership Team will meet again June 9th to continue plans for this year's campaign. All local participating charities have been approved and are posted on the CFC web site, www.oregon.feb.gov/cfc. Oregon FEB staff members are making site visits to some charity participants, and planning both charity and campaign coordinator training sessions for August.

NEXT MTG: June 9th, 10–11:30 am, Holiday Inn Wilsonville (I-5 at exit 286).

Shared Neutrals/ADR



The OFEB Shared Neutrals/ Alternative Dispute Resolution Committee met on June 4th to recap the extremely successful Annual Meeting. Kimberly Koch-Hult also agreed to help Karin with statistical analysis of the Shared Neutrals program, and the training subcommittee is moving forward on the fall training event.

Contact Chair Fran Peterson at 503-230-5860, fjpetersen@bpa.gov for more information.

NEXT MTG: June 25, 2–4 pm, Duncan Plaza, 10th fl.

Emergency Preparedness



At our last meeting April 8th, Chair Les Miller and others discussed the committee's goals and how it can benefit more federal agencies. Suggestions included sharing emergency plans and key contacts, conducting more Emergency Tabletops, and inviting other agencies to existing preparedness training conducted by federal, state or local agencies. The committee would also like someone with a Human Resources background to join the group. If you are interested, please contact Les Miller at 503-808-4400, d.les.miller@usace.army.mil.

Retention & Development



The last FERS Benefits Seminar until October will be held June 17th – 18th. Contact Mary Cecilian at 503-326-3010, mcecilia@pcez.com to register. The July 29th – 30th session has been cancelled.

Bonneville Power Administration and the Fish & Wildlife Office are sponsoring EEO training for all federal supervisors and managers. A full day session costs only \$100, to be held at BPA June 12th in Vancouver and 13th in Portland. Contact Bill Beebe at 503-230-5222 or wdbeebe@bpa.gov for more info or to register.

Public Affairs



The Public Affairs Committee met again on May 16th with new members Alan Bennett of the FDA and Barry Hirsch of BPA attending. Key topics discussed were sharing of contact info and communication in emergency situations. It was agreed that the next meeting would be a forum specifically on emergency preparedness communications.

The Communications seminar originally scheduled for June 12th has been postponed until late Sept.

NEXT MTG: Aug. 15th, 9:30 a.m., Green-Wyatt, #225

Minority Business Opportunity



Our next meeting will be held on June 12th, as we continue planning the Minority Enterprise Development Week training and luncheon, scheduled for October 15th at the Jantzen Beach Doubletree Inn in Portland.

The MBOC web site has now been fully revised and updated! It can be found at www.oregon.feb.gov/mboc.

NEXT MTG: June 12, 10 am - 12 pm, One World Trade Center, Dept. Commerce Room, Portland

OFEB CALENDAR OF EVENTS

JUNE '03

Administrative Services Meeting

June 11th 1:00 – 3:30 pm

Hosted by Lynda Stelzer, Bonneville Power Administration and Kathy Eaton, Bureau of Land Management, featured topics for this quarterly meeting are e-government and the FAIR Act (competitive outsourcing). Local federal agency experts will present the latest developments and open the sessions up for questions. Chief Information Officers, IT Specialists, Contracting Officers and Specialists, Administrative Officers and HR Managers/Directors are invited.

Location: Edith Green-Wendell Wyatt Bldg.
1220 SW 3rd Ave., Room G70A, Portland

There is no cost to attend. Please contact Mary Ceciliani at 503-326-3010 or mcecilia@pcez.com to register.

Minority Business Opp. Committee

June 12th 10:00 am – 12:00 pm

Monthly meeting to discuss ways to enhance hiring of minority-, women-, disabled- and emerging small businesses for federal and other public sector contracts.

Location: One World Trade Center
Dept. of Commerce Conference Room
121 SW Salmon St., Portland

Communications Training

June 12th 8:30 am – 4:00 pm

POSTPONED UNTIL LATE SEPTEMBER.

Watch this newsletter or check our web site at www.oregon.feb.gov for rescheduled date.

FERS Retirement Planning Seminar

June 17th – 18th 8:30 am

Location: Edith Green-Wendell Wyatt Bldg.
1220 SW 3rd Ave., Room G70A, Portland

Day 1: 8:30 am – 4:00 pm (register @ 8:00 am)
Day 2: 8:30 am – 12:00 noon

Cost: \$100 for federal employees, \$40 for spouses.
To register, please contact Mary Ceciliani at 503-326-3010 or mcecilia@pcez.com.

JUNE '03

Shared Neutrals Committee Meeting

June 25th 9:00 am – 4:00 pm

Monthly meeting to review our quality mediation services, discuss new committee member recruitment and review personnel, training and marketing sub-committee activity.

Location: Robert Duncan Plaza
333 SW 1st Ave., 10th floor, Portland

JULY '03

CSRS Retirement Planning Seminar

July 1st – 2nd 8:30 am

Location: Edith Green-Wendell Wyatt Bldg.
1220 SW 3rd Ave., Room G70A, Portland

Day 1: 8:30 am – 4:00 pm (register @ 8:00 am)
Day 2: 8:30 am – 12:00 noon

Cost: \$100 for federal employees, \$40 for spouses.
To register, please contact Mary Ceciliani at 503-326-3010 or mcecilia@pcez.com.

Minority Business Opp. Committee

July 10th 10:00 am – 12:00 pm

Monthly meeting to discuss ways to enhance hiring of minority-, women-, disabled- and emerging small businesses for federal and other public sector contracts.

Location: TBD

National Federal Exec. Board Mtg.

July 21st – 25th All Week

Ron Johnson will be at the annual Federal Executive Board meeting in Washington, D.C. all week, as Executive Directors from all 28 FEBs around the country come together to share best practices and discuss ways to enhance their services to federal agencies.

We all learn by experience
but some of us have to go to
summer school.

Peter De Vries



OFEB Policy Committee Officers

Cathy Callahan: OFEB Chair, National Labor Relations Board
Lynda Stelzer: Administrative Services Committee Co-Chair, Bonneville Power Administration
Kathy Eaton: Administrative Services Committee Co-Chair, Bureau of Land Management
Randy Crockett: Combined Federal Campaign Chair, Social Security Administration
Les Miller: Emergency Preparedness Committee Chair, U.S. Army Corps of Engineers
Beth Anne Steele: Public Affairs Committee Chair, Federal Bureau of Investigation



At Large Members:

Lucy Devenney, Willamette National Cemetery; **Phil Gentry**, Small Business Administration; **Janice Goodwin**, National Agricultural Statistics Service; **Bob Graham**, Natural Resources Conservation Service; **Harry T. Hall**, Federal Energy Regulatory Commission; **Captain Paul Jewell**, U.S. Coast Guard; **Lt. Col. Charles Markham**, U.S. Army Corps of Engineers; **Roy Roosevelt**, U.S. Forest Service.

Sub Committees/Chairs

The first three sub-committees below are part of the OFEB Administrative Services Committee. Community service (represented by the Combined Federal Campaign), Emergency Preparedness and Public Affairs are stand-alone committees.

Alternative Dispute Resolution /Shared Neutrals (mediated employee disputes):

Chair: Fran Petersen, Bonneville Power Admin., (503) 230-5860

Collaborative Retention/Employee Development:

Chair: Staffed by Ron Johnson and Jeff Sargent

Minority Business Opportunity Committee:

Chair: Tyrone Henry, Portland Development Commission, (503) 823-3315

Combined Federal Campaign

Chair: Randy Crockett, Social Security Administration, (503) 326-6309

Emergency Preparedness:

Chair: Les Miller, U.S. Army Corps of Engineers (503) 808-4400

Public Affairs:

Chair: Beth Ann Steele, Federal Bureau of Investigation (503) 552-5238

OFEB Staff

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